

/Minutes of TES Weekly Status Meeting (PM-8451)
November 4, 2002
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Participants

Philip Morris

Robin Kinser

Bettie Nelson

Hans-Juergen Roethig

Mohamadi Sarkar

MDS

Kim Prechal

Covance

Lisa Geishirt

Jill Schultz

The following items were discussed:

Stratification Cells

Bettie Nelson asked if she would be receiving the information on the sites as Mary Larson provided last week. Lisa Geishirt will follow up with Mary when she returns on 11/05.

ACTION: Mary Larson to send site-specific stratification information.

Performance Markers

Information on the number of subjects consented for sample banking, number of frozen CRFs and number of topography downloads will be obtained from trials on a monthly basis and will be available beginning in approximately 2 weeks.

The number of missing, broken, hemolyzed tubes cannot be tracked using LabLink (CCLS database). We are able to report on the number of tests cancelled for subjects. This is because one tube may be used for multiple tests. The table was revised to include the number of subjects that have had one or more tests cancelled. Specific information on subjects and cancelled tests was provided to Philip Morris as an Excel table.

Call Center

Lisa Geishirt reported that the call center has been running smoothly. There have been several instances where individuals have been allowed to participate in the study even though the tar level for their cigarette brand was unknown. This issue has been discussed with call center staff and should not occur.

Bettie Nelson requested that Mary Larson send as much information as possible on brands with unknown tar levels.

ACTION: M. Larson

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Next Call

Date: November 11, 2002

Time: 1:00 pm CT/2:00 pm ET

Password: CCS

Conference Leader: Jill Schultz

Toll Free No.: 877-269-7754 (domestic)

201-689-7800 (international, if needed)

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